



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Joan E. Langsam, Treasurer
Capuano For Congress Committee
660 Broadway Suite 23
Somerville, MA 92144

MAY 31 2000

Identification Number: C00336388

Reference: Year End Report (7/1/99-12/31/99)

Dear Ms. Langsam:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Please provide a Schedule B to support the amount reported on Line 19(a), Column A, of the Detailed Summary Page. Each loan payment made by the committee must be itemized on a supporting Schedule B, regardless of the amount of the payment. (11 CFR §104.3(b)(4)(iii) and (iv))

-Schedule A of your report discloses contributions from political committees but fails to include the full and/or recognizable name. Reporting only the name of the connected organization, abbreviating the name of the committee so it is unrecognizable, or using an indistinguishable acronym is inadequate (11 CFR §102.14(c) and 104.3(a)(4)(ii). A listing of the full FEC-registered committee names and approved acronyms can be found on the FEC web site or can be obtained by contacting the FEC Public Disclosure Division. Please amend your report to include the missing information.

-For future reports, please be advised that contributions to other committees or charitable organizations are not operating expenditures. These amounts should be disclosed on Line 21 of the Detailed Summary Page and itemized on a separate Schedule B.